University of Massachusetts at Boston

Continuing

Education

B u l l e t i n

Fall, 1987

Your public university offers

credit and non-credit courses at convenient times and locations for your personal growth, professional development, and college degree requirements.

University of Massachusetts at Boston
Division of Continuing Education
Harbor Campus
Boston, MA 02125-3393

Second Class
Postage is
PAID
Boston, MA
02109

Les Meules, Effet de Gelée Blanche, Claude Monet (1889)

C o u r s e s i n :

Belmont
Beverly
Bourne
Braintree
Cambridge
Downtown Boston
Hanover
Hingham
Waltham
Watertown
West Roxbury

and at UMass/Boston's Harbor Campus.
See our special section of information about "Extended Day" courses after 4:00pm.

i s s u e d Summer, 1987

For more information, call 929-7900

Table of Contents

Academic Calendars, Fall 1987 2
Off-Campus and Saturday Courses
Harbor Campus Courses
Registration Form for Off-Campus and Saturday Credit Courses 2
Opportunities for Adult Learners 3
Evening Courses Off-Campus and Saturday Courses
Late Afternoon and Evening Courses on the Harbor Campus (Extended Day)
Summer Courses
Special Programs
How to Learn More

Registering for Credit Courses 3
Who May Enroll
Registering for Off-Campus and Saturday Courses
Registering for Courses on the Harbor Campus
Off-Campus and Saturday Credit Courses 4
The Career Enhancement Certificate Program 6
Schedule of Off-Campus and Saturday Courses by Location 6
Fees and Further Information (Off-Campus and Saturday Courses) 7
Course and Service Fees
Payment of Course and Service Fees
Course Fee Waiver and Remission Policy
Refunds
Cancellations (Underenrolled Courses)

Schedule of Undergraduate Evening Courses on the Harbor Campus 8
Fees and Further Information (Harbor Campus Courses) 10
General Information for All Students 11
Emergency Cancellations
Books
Transcripts
Student I.D. Cards
Special Programs 11
How to Register 11
Registration Form for Special Programs 11
Graduate Study in Library and Information Studies 12
The Program
Courses
Descriptions of Non-credit Programs 12

Academic Calendars

● Off-Campus and Saturday Courses

Registration Deadline	September 9
Late Registration*	September 10-17
Classes Begin	September 12
Add/Drop Deadline	September 25
Holidays	October 12 November 11 November 26
Midsemester	October 23
Pass/Fail Deadline	November 5
Withdrawal Deadline	November 5
Classes End	Week of December 7
Final Exams	Week of December 14

*$20 late fee. On-site registration occurs only on those dates and at those times when classes are scheduled.

● Harbor Campus Courses

Registration for Special Students	August 28
Classes Begin	August 31
Add/Drop Deadline	September 9
Holidays	September 7 October 12 November 11 November 26-29
Midsemester	October 13
Pass/Fail Deadline	October 27
Withdrawal Deadline	October 27
Classes End	December 11
Reading Period	December 12-15
Final Exams	December 16-22
Emergency Snow Day	December 23

Note

● **Summer, 1987**
Volume 7, Number 4

The University of Massachusetts at Boston Bulletin (U.S.P.S. 566- 090) is published quarterly and distributed free of charge by the University of Massachusetts at Boston, Harbor Campus, Boston, Massachusetts 02125-3393. Second-Class Postage Paid at Boston, MA 02109. Postmaster: Send address changes to: The University of Massachusetts at Boston, Harbor Campus, Boston, Massachusetts 02125-3393.

The information in this publication is provided solely for the convenience of the reader, and the University of Massachusetts at Boston expressly disclaims any liability which may otherwise be incurred. While every effort has been made to ensure the accuracy of the information in this publication, the University reserves the right to make any changes at any time with respect to course offerings, degree requirements, services provided, or any other subject addressed in this publication.

The University of Massachusetts at Boston is an affirmative action/equal opportunity employer and prohibits discrimination on the basis of race, color, sex, age, religion, national origin, handicap condition, sexual orientation/preference (homosexuality), or veteran status in its employment, in the recruitment, admission, and treatment of students, and in its policies and programs, as required by federal and state laws and regulations. Inquiries concerning these laws and regulations should be addressed to the Director of Affirmative Action, Administration Building, Harbor Campus, University of Massachusetts at Boston.

The University of Massachusetts at Boston is accredited by the New England Association of Schools and Colleges. The University of Massachusetts at Boston is a member of the North American Association of Summer Sessions and the National University Continuing Education Association.

Registration Form for Off-Campus and Saturday Credit Courses

Please be sure to provide the numbers requested below. They are needed for coding purposes.

Social Security # ___ — ___ — ___ UMass/Boston ID # (if any):

Name Last First Middle Initial

Address No. Street City State Zip

Student Status

○ Undergraduate ○ Graduate

Current UMass/Boston student?

○ Special ○ Matriculated Major

Studying in UMass/Boston's RN Program?

○ Special ○ Matriculated

Student at other college or university?

○ Yes ○ No If Yes, where?

Sex

○ Male ○ Female

Marital Status

○ Married ○ Divorced
○ Single ○ Widowed

Residency Status

○ In State ○ Out of State ○ Foreign

Veteran Status

○ Veteran ○ Non-veteran

Student Visa

○ Yes ○ No

Daytime Phone: ( )

Date of Birth Mo Day Year

Ethnic Survey Information (Required by Federal Government)

A. American Indian/Alaskan Native
B. Black Non-Hispanic
C. Asian or Pacific Islander
D. Hispanic
E. Non-resident Alien
F. White Non-Hispanic
G. Do not wish to report
H. Cape Verdean

Course Selections

Sched. No.	Dept.	Title	Site	Credits		Lab Fee (if any)	Total Course & Lab Fee
					x $54.00 +		=
					x $54.00 +		=
					x $54.00 +		=
					x $54.00 +		=

MasterCard and VISA Only

The University of Massachusetts at Boston, Division of Continuing Education, will accept MasterCard or VISA for payment of fees. If you would like to make use of this service, please provide the information requested.

Account No.

Expiration Date

Student's Name (Print)

Student's Signature

Print name of person to whom card was issued, if different from above

If a student withdraws or a course is cancelled, the refund will be made only as a credit to the student's MasterCard or VISA account.

Full payment must accompany all registrations.

Method of Payment

○ VISA ○ MasterCard
○ Check ○ Other

Make checks payable to University of Massachusetts—Continuing Education

Send checks and forms to
Division of Continuing Education
Box C
University of Massachusetts at Boston
Harbor Campus
Boston, MA 02125-3393

For Office Use

Rec'd Date

Batch Bank No.

Course Fee

Undergraduate	$54.00/credit
Graduate	$67.50/credit

Please Note:

This form is to be used only when registering for Continuing Education *credit* courses, offered evenings off-campus and Saturdays at the University's Downtown Center. For non-credit, special programs, please use the special program registration form. For information about registering for Extended Day (on-campus evening) courses, see page 3

Please calculate payment below.

Course and Lab Fees (total)	
Total Service Fees	$15.00
Subtotal	
Late Fee (if applicable)	$20.00
Total Payment Enclosed	

When you use this form to register by mail, your cancelled checks will be your receipt.

Opportunities for Adult Learners

As greater Boston's only public university, the University of Massachusetts at Boston is committed to providing opportunities for all persons seeking access to quality higher education in the area it serves. The University has undertaken a special commitment to those adults beyond traditional "college age" who have daytime obligations and responsibilities at work and at home.

This commitment is demonstrated by the evening off-campus, Saturday morning, and summer course offerings of the Division of Continuing Education, and by the late afternoon and early evening course offerings on campus through the University's Extended Day schedule. Many courses are open both to degree-seeking (matriculated) students and to non-degree-seeking (special or certificate) students. UMass/Boston students are free to combine day, evening, off-campus, Saturday, and summer classes to suit their individual needs.

● Evening Courses Off-Campus and Saturday Courses

Introductory and intermediate-level courses in many disciplines are offered by the Division of Continuing Education on weekday evenings at off-campus locations, and evenings and Saturday mornings at the University's Downtown Center. These courses are particularly suited to the needs of the adult who may wish to begin or return to a previously interrupted college educational experience. The program also schedules courses specifically for nurses, for vocational educators, and, at the graduate level, for those interested in counselor training.

● Late Afternoon and Evening Courses on the Harbor Campus (Extended Day)

Through the Extended Day Program, a wide variety of undergraduate and graduate courses is offered from 4:00 to 10:00pm at the University's Harbor Campus. These courses are particularly suited to the needs of persons who are seeking UMass/Boston degrees. A number of undergraduate majors and graduate programs can be completed by students taking courses entirely within the Extended Day schedule. However, many students also enroll for professional advancement, personal enrichment, or simply to experience University life before applying for admission.

● Summer Courses

Each summer, the Division of Continuing Education offers hundreds of day and evening courses at the University's Harbor Campus and Downtown Center. Summer session courses provide an opportunity for degree-seeking students to accelerate their progress, and for both degree-seeking and non-matriculated students to take courses that are unavailable to them or do not fit their schedules during the regular academic year.

● Special Programs

The Division of Continuing Education also conducts many non-credit special programs—courses, workshops, seminars—both on and off campus, in order to serve various business and professional groups, individuals seeking instruction in specialized fields, and those who simply wish to explore new areas of interest. Many programs are the result of the Division's cooperation with groups and institutions in the larger community. The Division can also assist professional groups in organizing and conducting conferences, workshops, and seminars; and welcomes proposals or suggestions for additional activities it might sponsor. Finally, through a special program in cooperation with the University of Rhode Island's Graduate School of Library and Information Studies, the Division of Continuing Education offers courses in Boston that meet requirements for the University of Rhode Island's master's degree in library and information studies.

● How to Learn More

In this edition of the Continuing Education Bulletin, you will find information about undergraduate* *credit* courses: both Continuing Education courses (offered evenings and Saturdays off campus and at the Downtown Center), and Extended Day Courses (offered late afternoons and evenings at the Harbor Campus). You will also find information about the Division of Continuing Education's special programs. Course descriptions of Continuing Education credit courses are listed, beginning on page 4. Descriptions of special program offerings begin on page 12. For your convenience, the Division's evening and Saturday courses given off campus and at the Downtown Center are also listed by location, starting on page 6.

Because registration for all Continuing Education offerings is conducted directly through the Division of Continuing Education, this bulletin also contains registration information and registration forms for the credit courses offered evenings and Saturdays off campus and at the Downtown Center, and for the special programs conducted by the Division.

Registration for Extended Day courses is conducted at the Harbor Campus; registration procedures are different, and these courses are on a different academic calendar from those offered by the Division of Continuing Education. This bulletin contains a schedule of Extended Day courses to be given at the Harbor Campus during the semester beginning August 31. For reasons of space, course descriptions are not included; they can be found in the *Course Description Book*, copies of which are available at registration on the Harbor Campus, and in the University's *Undergraduate Catalog*, available at the Admissions Office.**

For further information about evening off-campus, Saturday, or summer courses, and about all non-credit offerings, please call the Division of Continuing Education at 929-7900.

For further information about late afternoon and evening courses at the Harbor Campus, or about degree programs which can be completed entirely through evening study, please call the Extended Day Office at 929-7755.

For information about all undergraduate and graduate degree programs, as well as about application deadlines and procedures, please call the New Student Information Office at 929-8600.

* Continuing Education listings in this bulletin include off-campus graduate offerings in counselor training.

** Some Extended Day courses are also given as Continuing Education offerings, evenings and Saturdays, and are therefore described in this bulletin.

Registering for Credit Courses

● Who May Enroll

UMass/Boston undergraduate credit courses are open to: 1) students who may be considering matriculation into a degree program at UMass/Boston or elsewhere; 2) students matriculated at other institutions who will use UMass/Boston credits to meet degree requirements at their home institutions; and 3) matriculated UMass/Boston students. Anyone who has graduated from high school or who has earned a high school equivalency certificate is invited to begin or continue taking courses at UMass/Boston.

The University assumes that students registering for undergraduate courses will accurately assess their ability to do college work. Students should be aware, however, that they are responsible for meeting prerequisites for certain courses.

If a student's ultimate goal is to obtain a UMass/Boston degree, it is to the student's advantage to apply for formal admission (matriculation) as early as possible. Most part-time students matriculate after having completed their first two or three courses; when they do matriculate, they can choose to attend full-time or to remain part-time. Matriculated students are assured that their degree requirements will not be affected by subsequent changes in the University's curriculum; consequently they find it easier to plan schedules including courses that meet their individual requirements. Matriculated students may also change from one degree program to another, and may proceed toward the degree at their own pace. All UMass/Boston courses offered for credit, during the fall, the spring, or the summer semester, whether on- or off-campus, day or evening, are equivalent in content and method of instruction.

● Registering For Off-Campus and Saturday Courses

Registration in advance by mail or telephone is the preferred method of enrolling in off-campus or Saturday courses. The Division of Continuing Education must cancel classes which do not generate sufficient income to pay faculty salaries and overhead expenses. Early registrations enable the Division to determine whether sufficient interest exists to keep an underenrolled course open past the registration deadline.

To register by mail, use the form on the opposite page. Full payment must accompany the registration form. See "Fees and Further Information (Off-Campus and Saturday Courses," p.7).

To register by telephone, you must charge fees to a MasterCard or VISA account. Please call 929-7933.

Walk-in registration is also available: at the Harbor Campus it takes place at the Division of Continuing Education's office, Wheatley Hall, 2nd Floor, Room 203, at these times: M-Th 9:00am-7:00pm; F 9:00am-4:00pm. For walk-in registration schedules at off-campus sites and at the University's Downtown Center, see the schedule below. You can register at any of the off-campus locations, at the Downtown Center, or at the Harbor Campus, for any of these courses. Whether you register by mail, by telephone, or in person, you will receive written notification of your registration.

To avoid paying a $20.00 late fee, you must register, by mail, by telephone, or in person, before September 9.

Students registering for any mathematics or computer science courses must first take a diagnostic test to assure proper placement. The diagnostic test can be taken from 10:00am to 4:00pm, Monday through Friday, at the Continuing Education office on the University's Harbor Campus. Please make an appointment by calling 929-7900. The test may also be taken during on-site registration and add/drop periods as designated in the registration schedule below.

The deadline for mail, telephone, or walk-in registration (at the Harbor Campus) is September 9. If any on-site registration session is cancelled due to weather conditions, it will be held on the same day and at the same time the following week. Locations of courses and on-site registration dates are as follows:

UMass/Boston Downtown Center
Arlington & Stuart Streets (Park Square), Boston
August 29
10:00am-12:00noon

McLean Hospital
115 Mill Street, Belmont
(Please register by mail or phone only, using UMass/Boston address or phone number.)

North Shore Regional Vocational High School
20 Balch Street, Beverly
September 2
6:00-8:00pm

Braintree High School
128 Town Road, Braintree
September 1 & 3
6:00-8:00pm

Upper Cape Cod Vocational Technical High School
220 Sandwich Road, Bourne
(Register during first class meeting.)

Cambridge Hospital
1493 Cambridge Street, Cambridge
(Please register by mail or phone only, using UMass/Boston address or phone number.)

South Shore Regional Vocational Technical High School
Webster Street. Hanover
September 1
6:00-8:00pm

Hingham High School
41 Pleasant Street, Hingham
September 9
4:00-7:00pm

Massachusetts Bay Community College Waltham Campus
55 Church Street, Waltham
September 1 & 2
4:00-6:00pm

Watertown High School
51 Columbia Street, Watertown
September 2
6:00-8:00pm

West Roxbury High School
1205 V.F.W. Parkway, West Roxbury
September 8 & 9
6:00-8:00pm

Registering for Credit Courses (Continued)

Registering For Courses on the Harbor Campus (Extended Day)

Students who are not matriculated at the University are classified either as special students, who enroll in courses on a space-available basis, or as certificate students, who take a sequence of courses leading to a certificate.*

Special students may register for many of the courses given at UMass/Boston's Harbor Campus, including those given in the late afternoon and evening as part of the Extended Day. Special students may enroll in those courses in which space is available, and should be aware that space in many courses is strictly limited. Special students must also meet all course prerequisites.

Academic advising (which is strongly encouraged for special students) will be conducted at Wheatley Hall, in the cafeteria on the 3rd floor (the Special Student Processing Center), at the University's Harbor Campus, on August 17-21, 1987, between the hours of 10:00am and 7:00pm, except on Friday, August 21, when the hours will be 10:00am to 5:00pm. Registration for special students will take place on Friday, August 28, at the Clark Athletic Center on the Harbor Campus, between the hours of 1:00 and 7:00pm. Classes at the Harbor Campus begin on August 31.

Please note: Before registering for most introductory-level courses in English, mathematics, and computer science, students must take placement tests.** Special students can take the one-hour math test and the 30-minute English test in the Wheatley Hall cafeteria, on August 17-21, between the hours of 10am and 6pm (4pm on Friday).

Students must pay by check or money order; unfortunately, credit cards cannot be used. Special students registering for on-campus evening (Extended Day) courses pay, in addition to course fees, service fees totalling $67.00 (1-6 credits) or $127.00 (7 or more credits). First-time registrants pay an additional $15.00 registration fee.

*Those wishing to be admitted as certificate students to a particular program of study in the College of Arts and Sciences may obtain applications for admission to that program through UMass/Boston's Office of Registration and Records. Those interested in special career certificate programs at the College of Public and Community Service should call UMass/Boston's Office of New Student Information at 929-8600.

** Students who have received college credit in calculus are exempt from the math test.

Off-Campus and Saturday Courses by Department

A Note About Course Designations

Please note that courses whose numbers are preceded by "C," "D," and "E"—for example, AmSt C206—belong to the Core Curriculum of the University's College of Arts and Sciences (CAS). Although these courses are open to non-degree-seeking students, the courses meet specific requirements for degree-seeking students. To be sure that they take core courses meeting their own particular degree requirements, all CAS degree-seeking students should, before registering, pick up advising materials concerning the Core Curriculum (including the CAS writing proficiency requirement) from the CAS Office of Academic Support and Advising (McCormack Hall, 3rd Floor, Room 625; 929-8220).

Accounting and Finance

AF 210
Financial Accounting
Presents the theory and techniques of financial accounting. The course encompasses the basic functions of collecting, processing, and reporting accounting information for interested third parties (e.g., owners, investors, and government), and enables students to analyze, interpret, and use accounting information effectively. (CEC)

Braintree: M 6:30-9:10pm, 3 Credits, Sched No 341155
Hingham: W 6:30-9:10pm, 3 Credits, Sched No 341252
West Roxbury: Tu 6:30-9:10pm, 3 Credits, Sched No 341202
Downtown Center: S 8:30-11:00am, 3 Credits, Sched No 341309

AF 211
Managerial Accounting
Presents the theory and techniques of managerial accounting, from the particular perspective of the manager. This course covers the identification and analysis of the behavior of costs within the organization, and illustrates how managers use such knowledge for planning and control. Major topics include responsibility accounting, comprehensive and cash budgeting, and standard job order and process cost systems. (CEC)
Prerequisite: AF 210.

Braintree: W 6:30-9:10pm, 3 Credits, Sched No 341503

American Studies

AmSt C206
The Sixties
The course focuses on protest and the role of youth. Who protested and why? Was the phenomenon of the sixties an aberration or part of a larger radical tradition in America? What was the impact on the seventies? Readings are drawn from participants in the student, black, feminist, and peace protest movements, from the intellectuals who defended and attacked them, and from the growing body of retrospective, analytic, and historical literature which attempts to explain what really happened in that tumultuous decade. Films will be shown when appropriate.
Core Area: Historical and Cultural Studies.

West Roxbury: Th 6:30-9:10pm, 3 Credits, Sched No 341707
Downtown Boston: S 11:15am-1:45pm, 3 Credits, Sched No 341757

Biology

Biol D111
General Biology I
An integrated course stressing the principles of biology. Life processes are examined primarily at the molecular and cellular levels. Intended for students majoring in biology or for non-majors who wish to take advanced biology courses. (N)
Core Area: Natural Sciences.

West Roxbury: TuTh 6:00-9:05pm, 4 Credits, Sched No 342151

Biol 108
Introduction to Nutrition
Introduction to the elements of nutrition with emphasis on nutrition for humans, examination of foodstuffs and nutritional quality, physiology of food utilization, food quality regulations, and the global ecology of food production. No background in the natural sciences is required. (N)

Cambridge: W 6:00-8:40pm, 3 Credits, Sched No 342452
Hingham: Tu 6:30-9:10pm, 3 Credits, Sched No 342355
Downtown Boston: S 8:30-11:00am, 3 Credits, Sched no 342402

Chemistry

Chem D107
Introduction to Chemistry I
A survey of the theoretical principles of general inorganic chemistry. Topics include atomic and molecular structure, bonding, chemical reactions, solution, pH, stoichiometry, and radiochemistry.
Core Area: Natural Sciences

Braintree: MW 6:00-9:05pm, 4 Credits, Sched No 342656

Counselor Training

Coun 608
Abnormal Psychology
A comprehensive view of abnormal behavior in modern times. The course will make use of the revised D.S.M. III classification systems of mental disorders and will examine patterns of abnormal behavior including neuroses, psychosomatic conditions, psychosis including affective disorders, schizophrenias, behavior in childhood and adolescence, sexual dysfunctions, and drug abuse. There is also a brief coverage of therapeutic treatments and their effectiveness.
Prerequisite: Bachelor's degree.

Waltham: W 4:00-6:40pm, 3 Graduate Credits, Sched No 342698

Coun 632
Rehabilitation of the Drug Dependent
This course offers an intensive study of substance addiction, intervention, and treatment, with an emphasis on case studies.
Prerequisite: Bachelor's degree.

Waltham: Tu 4:00-6:40pm, 3 Graduate Credits, Sched No 342711

Economics

Econ E101
Introductory Economics I
A broad introductory survey in which special attention will be given to the role of economic principles in analyzing and understanding current economic problems. Emphasis will be placed on the functioning of markets and on examining the behavior of individual economic units such as the business firm and the consumer (microeconomics). Other areas of emphasis will vary from section to section and may include industrial organization, income distribution, international trade, economics of the environment and other topics. (May be taken after Econ E102.) (CEC)
Core Area: Social and Behavioral Sciences.

Hingham: M 6:30-9:10pm, 3 Credits, Sched No 342907
West Roxbury: Th 6:30-9:10pm, 3 Credits, Sched No 342850
Downtown Boston: S 8:30-11:00am, 3 Credits, Sched No 342957

Econ E102
Introductory Economics II
A broad introductory survey in which special attention will be given to the role of economic principles in analyzing and understanding current economic problems. Emphasis will be placed on examining the overall functioning of the economy and on dealing with such matters as unemployment, inflation, and recession. Other areas of emphasis will vary from section to section and may include economics of government spending and taxation, economic development, alternative economic systems, and other topics. (May be taken before Econ E101.)
Core Area: Social and Behavioral Sciences.

Braintree: M 6:30-9:10pm, 3 Credits, Sched No 343157

English

Note: Freshman English (English 101 and 102) is prerequisite for all English courses above the 100 level. For non-majors, one 200-level English course is prerequisite for all 300- and 400-level English courses. These requirements may be modified or waived for certain courses; see the following course descriptions for such changes. The student who is strongly motivated to take a course for which he or she has not satisfied the prerequisites should contact the instructor for advice and permission.

Engl 101
Freshman English I
Small class instruction and practice in grammar, rhetoric, and the articulation of logical thought. Practice in writing for college courses on various kinds of topics, many from experience and observation, chosen to develop the student's confidence and ability. Readings and materials vary from section to section, but all sections require a minimum of eight 600-word papers. (N) Note: This course satisfies the first half of the College of Arts and Sciences writing requirement.

Braintree: TuTh 6:10-7:30pm, 3 Credits, Sched No 343759
Hingham: MW 6:10-7:30pm, 3 Credits, Sched No 343856
West Roxbury: MW 6:10-7:30pm, 3 Credits, Sched No 343806
Downtown Boston: S 8:30-11:00am, 3 Credits, Sched No 343903

Engl 102
Freshman English II
Continuation of Engl 101, with emphasis on topics and writing assignments of the kinds encountered in many types of college courses. Readings and materials vary from section to section, but all sections require a minimum of seven papers, including a longer research paper. (CEC) Note: This course satisfies the second half of the College of Arts and Sciences writing requirement.
Prerequisite: Engl 101.

Braintree: TuTh 7:45-9:05pm, 3 Credits, Sched No 344103
West Roxbury: MW 7:45-9:05pm, 3 Credits, Sched No 344153
Downtown Boston: S 11:15am-1:45pm, 3 Credits, Sched No 344200

Engl 106
Oral Communication
This course focuses on improvement of interpersonal, small group, and public communication skills. Through readings, journals, class discussions, and other activities, we will explore the following: self-concept and perception, listening and responding, language and non-verbal behaviors, interviewing, problem-solving and decision-making, formal elements of speech-making, and the evaluation of one's own and others' public messages.

West Roxbury: Tu 6:30-9:10pm, 3 Credits, Sched No 344404

Engl C204
The Nature of Literature: Fiction
An introduction to various critical approaches to the understanding and appreciation of fiction. Close reading of short stories and novels with special attention to the language and forms of fiction, as well as the writing of critical and interpretive papers. Comparison of fiction both to the visual arts (e.g., point of view, setting, imagery) and to music (e.g., prose rhythm, duration, thematic repetition, and variation). Attention to developing a sense of the milieu in which the artist works.
Core Area: The Arts.

Hingham: Tu 6:30-9:10pm, 3 Credits, Sched No 343563
West Roxbury: Tu 6:30-9:10pm, 3 Credits, Sched No 343555

Engl C210
Introduction to Creative Writing
An introduction to the arts through the medium of writing as well as reading poetry, fiction, and drama. Student writing will be submitted weekly and discussed in class.
Core Area: The Arts.

Downtown Boston: Th 6:30-9:10pm, 3 Credits, Sched No 343351

Save time!
Register now by mail or telephone.
See page 3 for details.

Engl E215
Intermediate Composition
A composition course offering continued practice in expository and argumentative writing. The emphasis will be on the development of rhetorical concepts—definition, exemplification, comparison, etc.— for both analytic and compositional purposes, for both critical reading and the organization and development of papers. Readings will be short, complex passages representative of the kinds of discourse met in college classes and texts.
Core Area: The Arts.

Braintree: M 6:30-9:10pm, 3 Credits, Sched No 344802

Management

MGT 130
Introduction to Business
Familiarizes students with the nature of business and its relationship to other institutions in society. The course examines business ownership, organization, management, marketing, human resources management, production, and finance. In addition, the course explores issues in the relationships between capitalism and business, the law and business, and government and business (CEC)

Braintree: Th 6:30-9:10pm, 3 Credits, Sched No 345353
Hingham: Tu 6:30-9:10pm, 3 Credits, Sched No 345450
West Roxbury: M 6:30-9:10pm, 3 Credits, Sched No 345400
Downtown Boston: W 6:30-9:10pm, 3 Credits, Sched No 345557
Downtown Boston: S 11:15am-1:45pm, 3 Credits, Sched No 345507

Mathematics

To insure proper placement in mathematics and computer science courses, the University requires students to take a diagnostic test prior to course enrollment. The test can be taken anytime between 10:00am and 4:00pm, Monday through Friday, at the Continuing Education office on the University's Harbor Campus. Please make an appointment by calling 929-7900. The test may also be taken during on-site registration and add/drop periods, as set forth in the off- campus and Downtown Center registration schedule and calendar.

Math D110
Basic Algebra
For students with a weak math background who want to develop skills for further math or science courses. Covers basic high school math. Topics include multiplying and factoring polynomials, linear equations and straight lines, fractional exponents and radicals, ratios of polynomials, quadratics, and word problems. Generally limited to students with less than 3 years of high school math preparation. (CEC)
Note: No student will receive graduation credits for Math D110 if it is taken after successful completion of Math D124 or D130 or a higher math course.
Prerequisite: Math Diagnostic Test only.
Core Area: Mathematics and Computer Languages.

Braintree: Tu 6:15-9:15pm, 3 Credits, Sched No 344975
West Roxbury: W 6:15-9:15pm, 3 Credits, Sched No 344983
Downtown Boston: S 8:25-11:15am, 3 Credits, Sched No 344991

Math D125
Introductory Statistics
For non-science and non-mathematics majors only. Topics include introductory statistics, covering descriptive statistics; introductory probability sufficient to enable development of inferential statistics; and inferential statistics. Note: No student will receive graduation credits for Math D125 if it is taken after successful completion of Math 345 or 645. Not open to mathematics majors.
Prerequisite: Math Diagnostic Test or Math D110.
Core Area: Mathematics and Computer Languages.

West Roxbury: Tu 6:15-9:15pm, 3 Credits, Sched No 345159

Nursing

A selection of required courses and recommended electives for UMass/Boston's Bachelor of Science program in nursing is available through the off-campus and Saturday program. The designation "(N)" at the end of course descriptions in this bulletin indicates courses in this category. While such courses are open to all who meet the prerequisites, formal admission to the School of Nursing must be sought by all those whose ultimate goal is to obtain a BS degree in nursing. Please call Dr. Segelman at the School of Nursing at 929-8500 for further information.

Nurs 201
Pathophysiology
This course deals with alterations in the normal physiology of body structures. Discussion of normal state is followed by the description of physiological changes resulting in the symptoms of disease. Topics include various body systems, such as the cardiovascular, renal, respiratory, and endocrine. (N)
Prerequisites: Biol D111, 207.
Corequisite: Biol 208.

West Roxbury: M 6:30-9:10pm, 3 Credits, Sched No 346406

Nurs 314
Pharmacology
The course deals with the action of drugs on the body, especially as related to the physiology of disease, and to basic concepts of pharmacology: absorption, distribution, metabolism, excretion, routes of administration, and drug safety. Special emphasis is given to the mechanism of action of particular drugs, to side effects, and to drug interactions. Specific drugs are classified and studied according to their function and according to the system they affect, with particular attention paid to those drugs not commonly used in clinical settings. (N)

Belmont: Tu 4:00-6:40pm, 3 Credits, Sched No 346600

Occupational Education

OccEd 201
Fundamentals of Occupational Education
This course is designed to provide provisionally approved vocational education teachers with a knowledge of the historical and philosophical foundations of vocational education and the content of federal and state laws pertaining to vocational education; and with the skills necessary to conduct occupational analysis, carry on a VICA program, and obtain assistance from local support groups and advisory committees. It is the first of six courses required by the Massachusetts Department of Education for full approval of vocational education teachers.

Beverly: M 4:50-7:30pm, 3 Credits, Sched No 349250
Bourne: Tu 4:50-7:30pm, 3 Credits, Sched No 349404
Hanover: M 4:50-7:30pm, 3 Credits, Sched No 349307
Watertown: Tu 4:50-7:30pm, 3 Credits, Sched No 349357

OccEd 202
Management of the Vocational Education Environment
This course is designed to train provisionally approved vocational educators in the theory and practice of effective classroom/laboratory management in a vocational setting. Instructional organization, shop organization, safety, first aid, and student management will receive special emphasis. This is one of the six courses required by the Massachusetts Department of Education for full approval of vocational education teachers.
Prerequisite: OccEd 201.

Beverly: M 7:30-10:10pm, 3 Credits, Sched No 349608
Bourne: Tu 7:30-10:10pm, 3 Credits, Sched No 349755
Hanover: M 7:30-10:10pm, 3 Credits, Sched No 349658
Watertown: Tu 7:30-10:10pm, 3 Credits, Sched No 349705

OccEd 203
Teaching Methods in Vocational Education I
This is the first of a two-course sequence dealing with the methods of teaching vocational education. In the two course sequence students will develop competencies in four major areas of teaching: 1) contemporary theories and principles of learning; 2) instructional preparation; 3) teaching methods and techniques; 4) evaluating student growth and effectiveness. This is one of the six courses required by the Massachusetts Department of Education for full approval of vocational education teachers.

Beverly: Tu 4:50-7:30pm, 3 Credits, Sched No 349959
Hanover: Tu 4:50-7:30pm, 3 Credits, Sched No 350007
Watertown: Th 4:50-7:30pm, 3 Credits, Sched No 350057

OccEd 205
Curriculum Development in Occupational Education
This course is designed to help the student develop and implement competency-based vocational education materials and procedures, including a program task list and a program advisory committee. This is one of the six courses required by the Massachusetts Department of Education for full approval of vocational education teachers.

Beverly: W 4:50-7:30pm, 3 Credits, Sched No 350251
Hanover: W 4:50-7:30pm, 3 Credits, Sched No 350308
Watertown: W 4:50-7:30pm, 3 Credits, Sched No 350358

OccEd 206
Supervised Internship
The supervised internship allows students to demonstrate theoretical and methodological knowledge in classroom and laboratory settings. The student will demonstrate his or her teaching skills under the guidance of a master teacher and will be monitored by his or her college instructor. The course is open only to students who have satisfactorily completed OccEd 201-205. This is one of the six courses required by the Massachusetts Department of Education for full approval of vocational education teachers.
Note: The fee for this three-credit course is $200.00.

Beverly: Th 7:30-10:10pm, 3 Credits, Sched No 350552
Hanover: Th 4:50-7:30pm, 3 Credits, Sched No 350609
Watertown: Th 7:30-10:10pm, 3 Credits, Sched No 350659

Philosophy

Phil C108
Moral and Social Problems
Important moral and social issues of current concern are examined and debated. The course covers several problems each semester from a list including capital punishment, war, abortion, racism, violence, the death penalty, private property, and sexism. (N)
Core Area: Philosophical and Humanistic Studies.

Braintree: W 6:30-9:10pm, 3 Credits, Sched No 346804

Phil E222
Moral Issues in Medicine
Concepts of health, illness, healing, under different paradigms of medicine. Is medicine an art or a science? The impact of medical technology on human life, death, what is considered "natural," with attention to issues in human reproduction (e.g., in vitro fertilization, conception, abortion). Questions of authority, accountability in the doctor-patient relationship, patient advocacy, self-help, right to health care or to refuse treatment. Social and political questions of health care organization. (N)
Core Area: Philosophical and Humanistic Studies.

West Roxbury: Th 6:30-9:10pm, 3 Credits, Sched No 347004

Political Science

PolSci 424
American Foreign Policy
Examines United States foreign policy in the post-World War II period. Focuses on both historical and institutional matters. Current issues are also given ample consideration.

Hingham: M 6:30-9:10pm, 3 Credits, Sched No 347208

Psychology

Psych E101
Introduction to Psychology
A general survey of selected content areas in psychology, including personality and human development, physiological psychology, learning, intelligence, heredity and environment, and motivation and emotion. (N)
Core Area: Social and Behavioral Sciences.

Downtown Boston: S 8:30-11:00am, 3 Credits, Sched No 347402

Psych E200
Personality
Conceptions of human nature are examined in light of various theories of personality. This course focuses on the theories of Freud, Adler, Sullivan, Erikson, Kelly, ego psychologists, and other theorists presenting the behavioristic and humanistic perspectives. Among the topics to be addressed are personality structure and its development; stress and coping; neurotic styles; human motives and their measurement. (N)
Prerequisite: Psych E101.
Core Area: Social and Behavioral Sciences.

West Roxbury: W 6:30-9:10pm, 3 Credits, Sched No 347606

Psych E241
Infancy and Childhood Development
This course explores human development from infancy to middle childhood, i.e., from childbirth to ages seven or eight. Major emphasis will be placed on early perceptual, cognitive, social, and affective development, bearing the following questions in mind: How does the world of space and objects appear to the infant? How does he or she acquire knowledge and discover reality? How does the child experience the world of people and develop a sense of self? How does the child develop attachments to others and what role is played by the significant people in his or her life? (N)
Prerequisite: Psych E101.
Core Area: Social and Behavioral Sciences.

Braintree: M 6:30-9:10pm, 3 Credits, Sched No 347800
Downtown Boston: S 11:15am-1:45pm, 3 Credit6, Sched No 347818

Psych E242
Adolescence
This course is designed to acquaint students with psychological characteristics of adolescent development, theoretical approaches to adolescence, and experimental studies of the causes of a variety of behaviors during adolescence. The course will also focus upon major problems and characteristics of adolescents in modern society. (N)
Prerequisite: Psych E101.
Core Area: Social and Behavioral Sciences.

Hingham: W 6:30-9:10pm, 3 Credits, Sched No 348050

Sociology

Sociol C140
Life Cycle
This course focuses on youth, adulthood, and old age; it examines the way in which, during different stages in life, different kinds of relationships grow and decline in importance. It considers the meaning of work at various stages and, in general, how individuals and groups cope with change.
Core Area: Social and Behavioral Sciences.

Braintree: Tu 6:30-9:10pm, 3 Credits, Sched No 348254

Sociol E281
Society and the Individual
Basic survey of the social environment of individuals.
Core Area: Social and Behavioral Sciences.

West Roxbury: Tu 6:30-9:10pm, 3 Credits, Sched No 348458

Spanish

Span D105
Basic Spanish for Communication I
A practical approach to the study of the Spanish language: basic grammar in the context of the material presented, which will focus on the vocabulary used in such areas as business and finance, medical and hospital terminology, and oral communication in general. Intensive practice in the four language skills with an audio-lingual approach.
Core Area: Foreign Languages.

West Roxbury: W 6:30-9:10pm, 3 Credits, Sched No 348652

Span D106
Basic Spanish for Communication II
A continuation of Span D105.

Braintree: Th 6:30-9:10pm, 3 Credits, Sched No 348856

Women's Studies

WoSt C150
Women, Culture, and Identity
An introductory-level course examining the origins of present attitudes about women, the situation of women in patriarchal cultures, and efforts by women to achieve a self-defined female identity. Drawing on materials from myth, religion, philosophy, anthropology, feminist analysis, literature, and autobiography, the course will investigate cultural beliefs about women's "nature" and role at different times and places, as well as attempts to explain the origins and persistence of women's subordination, and women's efforts to define a new identity through political and creative activity.
Core Area: Philosophical and Humanistic Studies.

Braintree: Tu 6:30-9:10pm, 3 Credits, Sched No 349056

The Career Enhancement Certificate Program

The Program

The Division of Continuing Education's Career Enhancement Certificate (CEC) is for those seeking to increase their effectiveness on the job and further develop their career opportunities. In addition, students whose specific educational goals are not yet decided may find that the courses in the CEC sequence provide for them a solid foundation on which to build a future academic or professional program of study. The CEC helps enable participants to broaden their perceptions of the complexities of organizational life, to recognize the interdependence of economic and social decisions, and to sharpen their communication skills. Practical applications at the workplace receive special attention. The designation "(CEC)" at the end of a particular course description in this bulletin indicates that the course is part of the sequence leading to the Career Enhancement Certificate.

Eligibility

The CEC program is open to all individuals with a high school diploma or its equivalent who have completed English 101, have qualified for Math D110 by taking UMass/Boston's Math Diagnostic test, and who are currently non-matriculated students at the University of Massachusetts at Boston.

Requirements

The CEC consists of a minimum of twenty-seven credit hours of required courses. Students with previous college credits that include one or more of the CEC's required courses may substitute up to four courses from a group of acceptable electives. In all cases, students are expected to complete twenty-seven hours of required or elective courses, in order to receive the certificate.

Admission

Students wishing to participate in the CEC program should apply for admission during the semester in which they first begin to take CEC-related courses. Credit may also be allowed for up to four CEC-related courses taken prior to application. Applications and more information about the Career Enhancement Certificate program can be obtained by calling the Division of Continuing Education at 929-7900. Advisors are also available at specified times during the fall and spring semesters at Braintree and West Roxbury High Schools.

Instructional Sites

Most CEC courses are scheduled on a rotating basis at the Division of Continuing Education's Braintree and West Roxbury off-campus sites. Some, but not all, courses from the sequence are also available at other off-campus sites. Students may also take applicable courses in the fall, spring, and summer terms during the day or evening at the Harbor Campus.

Courses Leading to the Certificate

Prerequisite: Engl 101

The suggested sequence for CEC courses is:

MGT 130 Introduction to Business
Math D110 Basic Algebra
Econ E101 Introduction to Economics I
Engl 102 Freshman English II
AF 210 Financial Accounting
Engl 106 Oral Communication
AF 211 Managerial Accounting
Engl E215 Intermediate Composition
MS 110 Introduction to Computers in Management*

Electives:

A student who has already completed one or more of the courses listed above may select up to four other courses as substitutes, *to be chosen in consultation with an advisor from the Division of Continuing Education.*

* Available only during the Harbor Campus summer sessions.

Schedule of Off-Campus and Saturday Courses by Location

Please note: any on-site registration session cancelled due to bad weather will be rescheduled exactly one week later.

Dept.Code,No. **Title**	Day(s), Time Credits, Lab Fee Schedule Number

McLean Hospital

115 Mill Street
Belmont, MA
(Please register by mail or phone only, using UMass/Boston address or phone number.)

Nurs 314 **Pharmacology**	Tu 4:00-6:40pm 3 Credits 346600

North Shore Regional Vocational High School

20 Balch Street
Beverly, MA

On-site registration: September 2, 6:00-8:00pm

OccEd 201 **Fundamentals of Occupational Education**	M 4:50-7:30pm 3 Credits 349250
OccEd 202 **Management of the Vocational Education Environment**	M 7:30-10:10pm 3 Credits 349608
OccEd 203 **Teaching Methods in Vocational Education**	Tu 4:50-7:30pm 3 Credits 349959
OccEd 205 **Curriculum Development in Occupational Education**	W 4:50-7:30pm 3 Credits 350251
OccEd 206 **Supervised Internship**	Th 7:30-10:10pm 3 Credits 350552

Upper Cape Cod Regional Vocational High School

220 Sandwich Road
Bourne, MA

On-site registration: Register at first class meeting

OccEd 201 **Fundamentals of Occupational Education**	Tu 4:50-7:30pm 3 Credits 349404
OccEd 202 **Management of the Vocational Education Environment**	Tu 7:30-10:10pm 3 Credits 349755

Braintree High School

128 Town Road
Braintree, MA

On-site registration: September 1 & 3, 6:00-8:00pm

AF 210 **Financial Accounting**	M 6:30-9:10pm 3 Credits 341155
AF 211 **Managerial Accounting**	W 6:30-9:10pm 3 Credits 341503
Chem D107 **Introduction to Chemistry I**	MW 6:00-9:10pm 4 Credits 342656
Econ E102 **Introductory Economics II**	M 6:30-9:10pm 3 Credits 343157
Engl 101 **Freshman English I**	TuTh 6:10-7:30pm 3 Credits 343759
Engl 102 **Freshman English II**	TuTh 7:45-9:05pm 3 Credits 344103
Engl E215 **Intermediate Composition**	M 6:30-9:10pm 3 Credits 344802
Math D110* **Basic Algebra**	Tu 6:15-9:15pm 3 Credits 344975
MGT 130 **Introduction to Business**	Th 6:30-9:10pm 3 Credits 345353
Phil C108 **Moral and Social Problems**	6:30-9:10pm 3 Credits 346804
Psych E241 **Infancy and Childhood Development**	M 6:30-9:10pm 3 Credits 347800
Sociol C140 **Life Cycle**	Tu 6:30-9:10pm 3 Credits 348254
Span D106 **Basic Spanish for Communication II**	Th 6:30-9:10pm 3 Credits 348856
WoSt C150 **Women, Culture, and Identity**	Tu 6:30-9:10pm 3 Credits 349056

Cambridge Hospital

1493 Cambridge Street
Cambridge, MA
(Please register by mail or phone only, using UMass/Boston address or phone number.)

Biol 108 **Introduction to Nutrition**	W 6:00-8:40pm 3 Credits 342452

South Shore Regional Vocational High School

Webster Street
Hanover, MA

On-site registration: September 1, 6:00-8:00pm

OccEd 201 **Fundamentals of Occupational Education**	M 4:50-7:30pm 3 Credits 349307
OccEd 202 **Management of the Vocational Education Environment**	M 7:30-10:10pm 3 Credits 349658
OccEd 203 **Teaching Methods in Vocational Education I**	Tu 4:50-7:30pm 3 Credits 350007
OccEd 205 **Curriculum Development in Occupational Education**	W 4:50-7:30pm 3 Credits 350308
OccEd 206 **Supervised Internship**	Th 4:50-7:30pm 3 Credits 350609

Hingham High School

41 Pleasant Street
Hingham, MA

On-site registration: September 9, 4:00-7:00pm

AF 210 **Financial Accounting**	W 6:30-9:10pm 3 Credits 341252
Biol 108 **Introduction to Nutrition**	Tu 6:30-9:10pm 3 Credits 342355

Register Early!

Early registration helps assure that the course you want will be available when you need it. Why not mail or telephone your course selection now? See page 3 for details.

Schedule of Off-Campus and Saturday Courses by Location (Continued)

Econ E101 **Introductory Economics I**	M 6:30-9:10pm 3 Credits 342907
Engl 101 **Freshman English I**	MW 6:10-7:30pm 3 Credits 343856
Engl C204 **The Nature of Literature: Fiction**	Tu 6:30-9:10pm 3 Credits 343563
MGT 130 **Introduction to Business**	Tu 6:30-9:10pm 3 Credits 345450
PolSci 424 **American Foreign Policy**	M 6:30-9:10pm 3 Credits 347208
Psych E242 **Adolescence**	W 6:30-9:10pm 3 Credits 348050

Massachusetts Bay Community College Waltham Campus

55 Church Street
Waltham, MA

On-site registration: September 1 & 2, 4:00-6:00pm

Coun 608 **Abnormal Psychology**	W 4:00-6:40pm 3 Graduate Credits 342698
Coun 632 **Rehabilitation of the Drug Dependent**	Tu 4:00-6:40pm 3 Graduate Credits 342711

Watertown High School

51 Columbia Street
Watertown, MA

On-site registration: September 2, 6:00-8:00pm

OccEd 201 **Fundamentals of Occupational Education**	Tu 4:50-7:30pm 3 Credits 349357
OccEd 202 **Management of the Vocational Education Environment**	Tu 7:30-10:10pm 3 Credits 349705
OccEd 203 **Teaching Methods in Vocational Education I**	Th 4:50-7:30pm 3 Credits 350057
OccEd 205 **Curriculum Development in Occupational Education**	W 4:50-7:30pm 3 Credits 350358
OccEd 206 **Supervised Internship**	Th 7:30-10:10pm 3 Credits 350659

West Roxbury High School

1205 VFW Parkway
West Roxbury, MA

On-site registration: September 8 & 9, 6:00-8:00pm

AF 210 **Financial Accounting**	Tu 6:30-9:10pm 3 Credits 341202
AmSt C206 **The Sixties**	Th 6:30-9:10pm 3 Credits 341707
Biol D111 **General Biology I**	TuTh 6:00-9:05pm 4 Credits 342151
Econ E101 **Introductory Economics I**	Th 6:30-9:10pm 3 Credits 342850
Engl 101 **Freshman English I**	MW 6:10-7:30pm 3 Credits 343806
Engl 102 **Freshman English II**	MW 7:45-9:05pm 3 Credits 344153
Engl 106 **Oral Communication**	Tu 6:30-9:10pm 3 Credits 344404
Engl C204 **Nature of Literature: Fiction**	Tu 6:30-9:10pm 3 Credits 343555
Math D110* **Basic Algebra**	W 6:15-9:15pm 3 Credits 344983
Math D125* **Introductory Statistics**	Tu 6:15-9:15pm 3 Credits 345159
MGT 130 **Introduction to Business**	M 6:30-9:10pm 3 Credits 345400
Nurs 201 **Pathophysiology**	M 6:30-9:10pm 3 Credits 346406
Phil E222 **Moral Issues in Medicine**	Th 6:30-9:10pm 3 Credits 347004
Psych E200 **Personality**	W 6:30-9:10pm 3 Credits 347606
Sociol E281 **The Individual and Society**	Tu 6:30-9:10pm 3 Credits 348458
Span D105 **Basic Spanish for Communication I**	W 6:30-9:10pm 3 Credits 348652

UMass/Boston Downtown Center

Arlington and Stuart Streets
(Park Square)
Boston, MA

On-site registration: August 29, 10:00am-12:00noon

AF 210 **Financial Accounting**	S 8:30-11:00am 3 Credits 341309
AmSt C206 **The Sixties**	S 11:15am-1:45pm 3 Credits 341757
Biol 108 **Introduction to Nutrition**	S 8:30-11:00am 3 Credits 342402
Econ E101 **Introductory Economics I**	S 8:30-11:00am 3 Credits 342957
Engl 101 **Freshman English I**	S 8:30-11:00am 3 Credits 343903
Engl 102 **Freshman English II**	S 11:15am-1:45pm 3 Credits 344200
Engl C210 **Introduction to Creative Writing**	Th 6:30-9:10pm 3 Credits 343351
Math D110* **Basic Algebra**	S 8:25-11:15am 3 Credits 344991
MGT 130 **Introduction to Business**	S 11:15am-1:45pm 3 Credits 345507
MGT 130 **Introduction to Business**	W 6:30-9:10pm 3 Credits 345557
Psych E101 **Introduction to Psychology**	S 8:30-11:00am 3 Credits 347402
Psych E241 **Infancy and Childhood Development**	S 11:15am-1:45pm 3 Credits 347818

***Math Diagnosis**

It is greatly to the advantage of the student to be placed in the proper course. Students are advised to consult course descriptions for prerequisites and equivalents before registering for math courses. To ensure placement in the right course, each student will be required to take a Math Diagnostic Test before being admitted to a course that requires this test as indicated in its description. This step will prevent loss of time in switching courses or obtaining refunds after classes have begun. Please call 929-7900 for further information.

Fees and Further Information (Off Campus and Saturday Courses)

Course and Service Fees

Undergraduate Course Fee	$54.00 per credit
Graduate Course Fee	$67.50 per credit
Registration Fee	10.00
Educational Service Fee	5.00
Late Registration Fee (when applicable)	20.00
Bad Check Fee (when applicable)	20.00

Payment of Course and Service Fees

Students must pay in full before their registrations will be accepted. No payment will be accepted after the Add/Drop deadline of the session for which payment is intended. Students may use the following methods to make payments:

Check:

Please make checks payable to the University of Massachusetts at Boston—Continuing Education

A payment of course and service fees made with an unacceptable check will result in administrative withdrawal, an additional bad check fee of $20.00, and referral to a collection agency, which may result in liability for the payment of a collection fee.

MasterCard or VISA:

The University of Massachusetts at Boston will accept payment by Master Card or VISA for all course and service fees. The minimum acceptable Master Card or VISA payment is $25.00. Please fill out the appropriate section of the registration form when registering by mail.

Cash:

Cash payments must be made at the Bursar's Office at the Harbor Campus only (Administration Building, 2nd Floor; M-F 9:00am-3:30pm.) The Bursar's Office will give you a receipt, which you must submit with your registration form.

Note: Cash payments will not be accepted at any other location.

Payment by Outside Agencies:

If a student's charges are to be paid by an outside agency, a payment authorization form from that agency must accompany his or her registration if one is not on file in the Bursar's Office. Students are reminded that they are liable for all course and service fees in the event that the sponsoring agency does not provide payment.

Course Fee Waiver and Remission Policy

The Division of Continuing Education will honor course fee waivers and remission of course fees for those persons meeting the eligibility requirements described below, providing the courses they wish to take are adequately supported by fees from paying students, and providing space is available in these courses. Credit course fee waivers and remission of credit course fees apply only at the standard rate of $54.00 per undergraduate credit and $67.50 per graduate credit. Thus, in the case of a credit course with extraordinary costs necessitating a higher than standard course fee, course fee waivers and remission will be granted for only the amount of the standard course fee. Registration fees, service fees, and other mandatory fees, except in the case of senior citizens, must be paid in full. Anyone wishing to apply for course fee waivers or remissions must do so when registering for courses: the policy is not retroactive. See the academic calendar and the on-site registration schedule for appropriate registration times.

Vietnam-era veterans are eligible for course fee waivers under the following conditions:

1) They must be matriculated in a program leading to a degree or certificate.
2) They must have not used their course fee waiver for more than 130 credits.
3) If they did not enter the service while residing in the Commonwealth of Massachusetts, they must file an affidavit under oath attesting to their having resided in the Commonwealth for two consecutive years immediately preceding enrollment.
4) They must have their registration form approved by UMass/Boston's Veterans Affairs Office.

Senior citizens are eligible for a waiver of all fees upon submission of a notarized Senior Citizen Affidavit at the time of registration.

Most full-time state employees are eligible for a 50% course fee remission upon submission of a properly completed "Certificate of Eligibility" at the time of registration (part-time state employees are eligible for a 25% course fee remission). State employees wishing to determine if they are eligible for a tuition remission should contact their personnel office.

Full-time employees of public higher education, their spouses, and their dependent children are eligible for a 50% course fee remission upon submission of a properly completed "Certificate of Eligibility" at the time of registration (part-time employees of public higher education, their spouses, and their dependent children are eligible for a 25% course fee remission). The Division cannot honor waivers issued to cooperating practitioners by the state-funded programs of the University of Massachusetts at Amherst, Boston, or Worcester.

Fees and Further Information (Off Campus and Saturday Courses) (Continued)

Refunds

A student who withdraws from a course will be granted a refund according to the schedule below. Non-attendance does not constitute withdrawal. Students withdrawing from either credit or non-credit courses must file a valid withdrawal form with the Continuing Education Office.

For courses scheduled for ten or more class meetings:

Withdrawal before the first class meeting	100% Refund
Withdrawal before the second class meeting	90% Refund
Withdrawal before the third class meeting	50% Refund
Withdrawal after the third class meeting	No Refund

For courses scheduled for 6-9 class meetings:

Withdrawal before the first class meeting	100% Refund
Withdrawal before the second class meeting	80% Refund
Withdrawal after the second class meeting	No Refund

For courses scheduled for 1-5 class meetings:

Withdrawal before the first class meeting	100% Refund
Withdrawal after the first class meeting	No Refund

Whenever a refund is due, either because the student wishing the refund has withdrawn from a course or because the University has cancelled the course, the student must initiate the refund procedure by notifying the Continuing Education Office. Refunds will not be processed until after the Add/Drop period.

The amounts of all refunds are computed on the basis of withdrawal dates established by the Office of Registration and Records.

If a student has made a payment with MasterCard or VISA, the refund must be returned as a credit to the student's MasterCard or VISA account.

Unless a course has been cancelled by the University, the $10 registration fee is not refundable.

Please allow six to eight weeks for the processing of any refund.

Cancellations (Underenrolled Courses)

The Division of Continuing Education is supported by student course fees. No state funding is available to help the Division of Continuing Education pay faculty salaries and meet overhead expenses. The Division must therefore cancel underenrolled courses. Before classes begin each term—generally during the week after the regular registration deadline—the Division projects enrollments according to the numbers of students already registered and decides whether to cancel courses that may be underenrolled. The Division makes every effort to offer courses in which there is a clear interest and, whenever courses are approaching minimum enrollment, postpones cancellation decisions until the first meeting of those courses. However, students are encouraged to register early. There is no risk of cancellation when courses are fully enrolled by the end of the regular registration period.

Any student who has registered for a course that is cancelled may register for another course or request a refund. The course fee will be refunded in full to any student who has paid for a cancelled course and does not wish to register for another course in its place. If all courses for which the student has registered are cancelled, service fees will also be refunded.

Schedule of Undergraduate Late Afternoon and Evening Courses at the Harbor Campus

Dept. Code, No. Title	Day(s), Time Credits
American Studies	
AmSt E208 The Eighties	Tu 6:00-8:30pm 3 Credits
Anthropology	
Anth C100 Cultural and Human Behavior	TuTh 4:00-5:15pm 3 Credits
Anth C100 Cultural and Human Behavior	Tu 6:00-8:30pm 3 Credits
Anth E103 Introduction to Cultural Anthropology	MW 6:00-7:15pm 3 Credits
Anth D212 Human Variation	W 6:00-8:30pm 3 Credits
Art	
Art C100 The Language of Art	W 6:00-8:30pm 3 Credits
Art C199 Visual Thinking	Tu 6:00-9:00pm 3 Credits
Art 202 Renaissance to Modern Art	Th 6:00-8:30pm 3 Credits
Art 293 Photography I	MW 5:30-9:30pm 4 Credits
Biology	
Biol D102 Evolutionary Biology	MW 6:00-7:15pm 3 Credits
Biol D112 General Biology II	MW 6:00-7:15pm 4 Credits
Laboratory	Tu 6:00-9:00pm
Biol 207 Anatomy and Physiology I	Tu 6:00-8:30pm 4 Credits
Laboratory	Th 6:00-9:00pm
Biol 209 Medical Microbiology	TuTh 4:00-5:15pm 4 Credits
Laboratory	Th 5:30-8:30pm
Black Studies	
BlkSty C110 Black History I	M 6:00-8:30pm 3 Credits
BlkSty E108 Black Social Movements	W 6:00-8:30pm - 3 Credits
BlkSty 260 Afro-American Folklore	Tu 6:00-8:30pm 3 Credits
Chemistry	
Chem D103 Chemical Principles I	MW 6:00-7:15pm 4 Credits
Laboratory Discussion	Th 6:00-9:00pm W 7:30-8:20pm
Chinese	
Chse D101 Elementary Chinese I	MW 6:00-7:15pm 3 Credits
Classical Studies	
Clsics C172 The Romans	M 6:00-8:30pm 3 Credits
Computer Science	
CompSc D110* Introduction to Computer Programming/PASCAL	MW 7:30-8:45pm 4 Credits
CompSc D110* Introduction to Computer Programming/PASCAL	TuTh 5:30-6:45pm 4 Credits
CompSc 210 Intermediate Computing and Data Structures	MW 7:30-8:45pm 4 Credits
CompSc 240 Computer Architecture I	MW 7:30-8:45pm 3 Credits
CompSc 241 Computer Architecture II	Tu 4:00-4:50pm Th 4:00-5:40pm 3 Credits
Lab	Tu 5:00-5:50pm
CompSc 260 Numerical Computing	MW 6:00-7:15pm 3 Credits
CompSc 310 Advanced Algorithms and Data Structures	TuTh 6:00-7:15pm 3 Credits
CompSc 320 Applied Discrete Mathematics	MW 4:30-5:45pm 3 Credits
CompSc 330 Introduction to Database Management	MW 6:00-7:15pm 3 Credits
CompSc 350 Higher Level Languages	MW 7:30-8:45pm 3 Credits
CompSc 470 Artificial Intelligence	TuTh 6:00-7:15pm 3 Credits
Economics	
Econ E101 Introduction to Economics I	MW 6:00-7:15pm 3 Credits
Econ E101 Introduction to Economics I	Tu 6:00-8:30pm 3 Credits
Econ E102 Introduction to Economics II	MW 7:30-8:45pm 3 Credits
Econ E102 Introduction to Economics II	Th 6:00-8:30pm 3 Credits
Econ 202 Economic Theory II, Macroeconomics	Th 6:00-8:30pm 3 Credits
Econ 205 Statistical Methods	M 6:00-8:30pm 3 Credits
Econ 318 The Economics of State and Local Governments	W 6:00-8:30pm 3 Credits
Econ 325 American Economic History	Tu 6:00-8:30pm 3 Credits
Econ 390 Labor Market Economics	M 6:00-8:30pm 3 Credits
Econ 391 Economics of Labor and Collective Bargaining	Th 6:00-8:30pm 3 Credits
Elementary Education	
ElmEd 201 Infancy, Human Growth, and Child Development	M 5:30-7:45pm 3 Credits
ElmEd 202 Pre-Practicum I (first class meeting)	W 4:30-5:20pm 3 Credits
ElmEd 203 Issues and Techniques of Teaching: Elementary and Early Childhood	MW 5:30-6:45pm 3 Credits
ElmEd 204 Pre-Practicum II (first class meeting)	W 4:30-5:20pm 3 Credits
ElmEd 305 Communication and Literacy I	M 5:30-7:45pm 3 Credits
ElmEd 306 Communication and Literacy II	Th 5:30-7:45pm 3 Credits
ElmEd 307 Pre-Practicum III (first class meeting)	W 4:30-5:20pm 3 Credits
ElmEd 308 Inquiry, Discovery, Health, and Measurement I	TuTh 4:00-5:15pm 3 Credits
ElmEd 308 Inquiry, Discovery, Health, and Measurement I	W 5:30-7:45pm 3 Credits

*Appropriate mathematics placement examination results required.

Career Enhancement Certificate

The Division of Continuing Education has developed a Career Enhancement Certificate to help you increase your effectiveness on the job and further develop your career opportunities. For more information, please see page 6.

Career Training and Development

You can take courses from the Auditor's Institute, learn Emergency Service Training skills, or study in the program on Alcoholism/Chemical Dependency Treatment Services, among other opportunities. See the special programs listed in this bulletin starting on page 12.

Harbor Campus Courses (Continued)

ElmEd 309 **Inquiry, Discovery, Health, and Measurement II**	Th 5:30-7:45pm 3 Credits
ElmEd 314 **Understanding Patterns of Culture and the Arts I**	Tu 5:30-7:45pm 3 Credits
ElmEd 315 **Understanding Patterns of Culture and the Arts II**	W 5:30-7:45pm 3 Credits
ElmEd 410 **Individualizing Instruction for the Special Needs Student**	Tu 5:30-7:45pm 3 Credits

● Engineering

Engin 103 **Introduction to Engineering**	MW 6:00-7:15pm 3 Credits
Engin 200 **Systems Analysis I**	MW 6:00-7:15pm 3 Credits
Engin 201 **Digital Systems Theory**	MW 7:30-8:45pm 3 Credits
Engin 203 **Engineering Graphics and Design**	MW 7:30-8:45pm 3 Credits
Engin 271 **Circuit Analysis Laboratory**	Tu 6:00-8:30pm 1 Credit
Engin 271 **Circuit Analysis Laboratory**	Th 6:00-8:30pm 1 Credit

● English

Engl 101* **Freshman English I**	MW 6:00-7:15pm 3 Credits
Engl 101* **Freshman English I**	MW 7:30-8:45pm 3 Credits
Engl 101* **Freshman English I**	TuTh 4:00-5:15pm 3 Credits
Engl 101* **Freshman English I**	TuTh 6:00-7:15pm 3 Credits
Engl 102* **Freshman English II**	MW 6:00-7:15pm 3 Credits
Engl 102* **Freshman English II**	TuTh 4:00-5:15pm 3 Credits
Engl 102* **Freshman English II**	TuTh 7:30-8:45pm 3 Credits
Engl C201 **Five Major British Writers**	M 6:00-8:30pm 3 Credits
Engl C204 **The Nature of Literature: Fiction**	Tu 6:00-8:30pm 3 Credits
Engl C225 **Introduction to Shakespeare**	Th 6:00-8:30pm 3 Credits
Engl E206 **Six American Writers**	W 6:00-8:30pm 3 Credits
Engl 300 **Creative Writing: Tutorial**	TuTh 4:00-5:15pm 3 Credits
Engl 306 **Advanced Composition: Theory and Practice**	TuTh 4:00-5:15pm 3 Credits
Engl 323 **The British Novel and the 19th Century**	M 6:00-8:30pm 3 Credits
Engl 371 **The Adolescent in Literature**	Tu 6:00-8:30pm 3 Credits
Engl 403 **The Neo-Classical Period**	Th 6:00-8:30pm 3 Credits
Engl 410 **The Modern Period**	W 6:00-8:30pm 3 Credits
Engl 481B **The Nature of Literacy**	Tu 5:00-7:30pm 3 Credits
Engl 498 **Honors Seminar**	W 4:00-6:00pm 3 Credits

*Appropriate freshman English placement examination results required.

● French

French D101 **Elementary French I**	MW 5:30-6:45pm 4 Credits

● German

Ger D101 **Elementary German I**	MW 6:00-7:30pm 4 Credits
Laboratory	M 5:00-6:00pm

● Geography and Earth Science

GES D106 **Earth Science II**	M 6:00-8:30pm 3 Credits
GES D226 **Physical Oceanography**	Tu 6:00-8:30pm 3 Credits
GES D280 **Economic Geography**	Th 6:00-8:30pm 3 Credits
GES 106 **Earth Science II**	M 6:00-8:30pm 3 Credits
GES 108 **Earth Science II Laboratory**	W 6:00-7:30pm 1 Credit
GES 108 **Earth Science II Laboratory**	W 6:00-7:30pm 1 Credit
GES 260 **Cartography**	M 6:00-8:30pm 3 Credits

● History

Hist C101 **The Individual in History**	MW 4:00-5:15pm 3 Credits
Hist C101 **The Individual in History**	M 6:00-8:30pm 3 Credits
Hist E111 **Foundations of Western Civilization**	MW 4:00-5:15pm 3 Credits
Hist E111 **Foundations of Western Civilization**	Tu 6:00-8:30pm 3 Credits
Hist E112 **Modern Western Civilization**	TuTh 4:00-5:15pm 3 Credits
Hist C220 **The Family in the United States, 1820-Present**	TuTh 4:00-5:15pm 3 Credits
Hist E265 **American History I**	W 6:00-8:30pm 3 Credits
Hist E266 **American History II**	Tu 6:00-8:30pm 3 Credits
Hist 301 **Greek History**	M 6:00-8:30pm 3 Credits
Hist 307 **Age of the Renaissance and Reformation**	Th 6:00-8:30pm 3 Credits
Hist 335 **Spain to 1713**	W 6:00-8:30pm 3 Credits
Hist 355 **Colonial Latin America**	Tu 6:00-8:30pm 3 Credits
Hist 478C **Sexuality in Europe to 1800**	Th 6:00-8:30pm 3 Credits
Hist 482 **Seminar in Latin American History**	Th 6:00-8:30pm 3 Credits

● Latin American Studies

LatAm E100 **Native Peoples of South America**	Tu 6:00-8:30 3 Credits

● Law and Justice

LawJus 103A **Battered Women**	W 6:00-8:30pm 2 Credits
LawJus 103B **Women's Self Defense**	W 6:00-8:30pm 1 Credit
LawJus 302 **Variant Sex Law**	M 6:00-8:30pm 3 Credits
LawJus 480 **Criminal Justice Systems**	Th 5:30-8:30pm 6 Credits

● Management

UMass/Boston's College of Management offers many evening courses. These courses are open only to degree-seeking students in the College.

● Mathematics

Math D110* **Basic Algebra**	MW 4:30-5:45pm 3 Credits
Math D110* **Basic Algebra**	MW 6:00-7:15pm 3 Credits
Math D110* **Basic Algebra**	TuTh 4:00-5:15pm 3 Credits
Math D110* **Basic Algebra**	Th 6:00-8:30pm 3 Credits
Math D110* **Basic Algebra**	TuTh 7:30-8:45pm 3 Credits
Math D124* **Applied Algebra**	TuTh 4:00-5:15pm 3 Credits
Math D124* **Applied Algebra**	TuTh 6:00-7:15pm 3 Credits
Math D125* **Introductory Statistics**	TuTh 4:00-5:15pm 3 Credits
Math D125* **Introductory Statistics**	TuTh 7:30-8:45pm 3 Credits
Math D130* **Precalculus**	MW 7:30-8:45pm 3 Credits
Math D130* **Precalculus**	Tu 6:00-8:30pm 3 Credits
Math D140 **Calculus I**	MW 5:30-7:10pm 4 Credits
Math D140 **Calculus I**	TuTh 7:30-9:10pm 4 Credits

*Appropriate mathematics placement examination results required.

Harbor Campus Courses (Continued)

Math D141 **Calculus II**	MW 5:30-7:10pm 4 Credits
Math D141 **Calculus II**	TuTh 7:30-9:10pm 4 Credits
Math 134 **Managerial Algebra and Calculus**	MW 7:30-8:45pm 3 Credits
Math 240 **Calculus III**	TuTh 4:00-5:15pm 3 Credits
Math 260 **Linear Algebra I**	TuTh 6:00-7:15pm 3 Credits
Math 310 **Applied Ordinary Differential Equations**	MW 4:30-5:45pm 3 Credits
Math 345 **Probability**	MW 6:00-7:15pm 3 Credits
Math 470 **Logic**	TuTh 7:30-8:45pm 3 Credits

*Appropriate mathematics placement examination results required.

Music

Music C110 **Listening Experience**	Tu 6:00-8:30pm 3 Credits
Music C111 **Introduction to Music**	M 6:00-8:30pm 3 Credits
Music C111 **Introduction to Music**	Th 6:00-8:30pm 3 Credits

Nursing

Nurs 201* **Pathophysiology**	Tu 4:00-7:00pm 3 Credits

*Registered Nurse students only. Additional evening courses are open to degree seeking students in the School of Nursing.

Philosophy

Phil E100 **Introduction to Philosophy**	Tu 6:00-8:30pm 3 Credits
Phil C108 **Moral and Social Problems**	M 6:00-8:30pm 3 Credits
Phil C209 **Individual and Community**	W 6:00-8:30pm 3 Credits

Physical Education—Dance

PE Dnc 152 **Modern Dance I**	MW 5:30-6:45pm 1 Credit

Physics

Phys D108 **College Physics II**	MW 6:00-7:15pm 3 Credits
Discussion	W 5:00-5:45pm
Phys 182 **Physics Laboratory II**	Tu 6:00-8:30pm 1 Credit

Political Science

PolSci C123 **Political Ideas of the Twentieth Century**	W 6:00-8:30pm 3 Credits
PolSci C123 **Political Ideas of the Twentieth Century**	TuTh 4:00-5:15pm 3 Credits
PolSci C123 **Political Ideas of the Twentieth Century**	Th 6:00-8:30pm 3 Credits
PolSci E122 **Government and Politics of the United States**	M 6:00-8:30pm 3 Credits
PolSci E201 **Comparative Politics of Industrialized Societies**	TuTh 4:00-5:15pm 3 Credits
PolSci E220 **International Relations**	M 6:00-8:30pm 3 Credits
PolSci 325 **Public Administration**	M 6:00-8:30pm 3 Credits
PolSci 372 **Central American Politics**	Tu 6:00-8:30pm 3 Credits
PolSci 422 **Nationalism**	TuTh 4:00-5:15pm 3 Credits
PolSci 459 **Karl Marx's Marxism**	W 6:00-8:30pm 3 Credits

Psychology

Psych E101 **Introduction to Psychology**	Tu 6:00-8:30pm 3 Credits
Psych E200 **Personality**	Th 6:00-8:30pm 3 Credits
Psych E215 **Psychopathology**	M 6:00-8:30pm 3 Credits
Psych C220 **Psychoanalysis and the Study of Man**	Tu 6:00-8:30pm 3 Credits
Psych E243 **Psychology of Adult Development and Human Aging**	M 6:00-8:30pm 3 Credits
Psych E260 **Physiological Psychology**	W 6:00-8:30pm 3 Credits
Psych 333 **Group Dynamics**	MW 6:00-7:15pm 3 Credits

Secondary Education

SecEd 201 **Educational Psychology**	M 4:30-6:45pm 3 Credits
SecEd 256 **Values Clarification**	Th 5:15-7:30pm 3 Credits
SecEd 333 **Pre-Practicum I**	TuTh 4:00-5:15pm 3 Credits
SecEd 334 **Issues and Principles in Curriculum**	Tu 5:30-6:45pm 3 Credits
SecEd 336 **Pre-Practicum III**	TuTh 5:30-6:45pm 3 Credits
SecEd 338 **Pre-Practicum II**	TuTh 4:00-5:15pm 3 Credits
SecEd 341 **Developing Literacy in the Content Area**	W 4:30-6:45pm 3 Credits

Sociology

Sociol E101 **Introduction to Sociology**	MW 6:00-7:15pm 3 Credits
Sociol E101 **Introduction to Sociology**	Tu 6:00-8:30pm 3 Credits
Sociol E201 **Youth and Society**	TuTh 4:00-5:15pm 3 Credits
Sociol 341 **Elements of Sociological Theory**	M 6:00-8:30pm 3 Credits
Sociol 351 **Methods of Sociological Research**	TuTh 4:00-5:15pm 3 Credits
Sociol 386 **Sociology of Mental Health and Illness**	Th 6:00-8:30pm 3 Credits
Sociol 465 **Police in Society**	Tu 6:00-8:30pm 3 Credits
Sociol 466 **Alcoholism: Etiology and Epidemiology**	Th 6:00-8:30pm 3 Credits
Sociol 480B **Sociology and Urban Social Service Seminar**	W 6:00-8:30pm 6 Credits

Spanish

Span D101 **Elementary Spanish I**	TuTh 4:00-5:15pm 4 Credits

Theatre Arts

ThArts 123 **Stagecraft**	MW 6:00-7:15pm 3 Credits
ThArts 125 **Speech and Movement**	W 6:00-8:30pm 3 Credits
ThArts 224 **Play Production I**	MW 4:30-5:45pm 3 Credits
ThArts 230 **Workshop in Drama**	TuTh 4:00-6:30pm 4 Credits

Women's Studies

WoSt E200 **Twentieth Century Women Writers: A Feminist Perspective**	Th 6:00-8:30pm 3 Credits
WoSt 260 **Women's Health Care**	Tu 6:00-8:30pm 3 Credits
WoSt 420 **Feminist Therapy**	W 5:00-7:30pm 3 Credits

Fees and Further Information (Harbor Campus Courses)

Tuition and Service Fees for Special Students

Undergraduate Tuition	$ 54.00 per credit (up to a maximum of $648.00 for 12 credits)
Mandatory Service Fees (Athletics, Health, Student Activities)	$ 65.00 (1-6 credits) $125.00 (7 or more credits)
ID Card Fee	$ 2.00
Registration Fee (first-time students)	$ 15.00

Further Information

Many courses offered at the Harbor Campus, at both the undergraduate and graduate levels, are open to non-degree-seeking students, who can be either special students, enrolling in individual courses on a space-available basis, or certificate students, enrolling in a sequence of courses leading to a certificate.

For more information on courses at the Harbor Campus, call the Office of New Student Information at 929-8600.

Registration for On-Campus Late Afternoon and Evening Courses

Please note that registration for on-campus late afternoon and evening courses is conducted at the Harbor Campus only, and that these courses follow an academic calendar different from that of off-campus and Saturday courses.

General Information for All Students

Emergency Cancellations

When classes and activities held at the Harbor Campus or Downtown Center are cancelled because of snow or other emergencies, the University will announce cancellations beginning at 6:00am on radio stations WBZ-AM (1030), WHDH-AM (850), WEEI-AM (590), WEZE-AM (1260), and WBCN-FM (104.1). WCVB-TV (Channel 5) will also carry cancellation announcements 6:00-7:00am, Monday through Friday.

Students in other programs should listen for radio announcements concerning closing of the off-campus locations.

Books

Books for all credit courses offered through the Division of Continuing Education may be purchased at the UMass/Boston bookstore. The bookstore is located in the Administration Building at UMass/Boston's Harbor Campus. From August 31 to September 12, the hours will be: Monday-Thursday, 8:30am-7:00pm; Friday, 8:30am-5:00pm; Saturday, 9:00am-1:00pm. (Note: The bookstore will not be open on Saturday, September 5.) During the rest of the semester the hours will be: Monday-Thursday, 8:30am-6:00pm; Friday 8:30am-5:00pm. For further information, call 929-7250.

Transcripts

All students who wish transcripts sent to other schools must complete transcript request forms in the Office of Registration and Records. The cost of an official transcript is $2.00.

I.D. Cards

All on-campus students are required to carry I.D. cards. Continuing Education students not paying all University student service fees may obtain special I.D. cards for the use of on-campus libraries. These cards do not entitle the bearer to the use of athletic facilities or health services, or to student activities that require the payment of additional fees. From August 31 to September 11, cards may be obtained at the Harbor Campus through the I.D. Office (Wheatley Hall, 4th Floor, Room 118) during the following hours: Monday-Thursday, 10:00am-1:00pm, 2:00-4:30pm, 5:00-7:00pm; Friday, 10:00am-1:00pm, 2:00pm-4:00pm. During the rest of the semester, the hours are Monday-Thursday, 10:00am-1:00pm, 2:00-4:30pm, 5:00-6:00pm. The charge is $2.00.

The I.D. card fee will be included in the tuition bill of students registered for courses offered through state-funded programs (including all Extended Day courses). These students are not required to pay separately for I.D. cards.

Special Programs

The special programs offered by the Division of Continuing Education serve various business and professional groups, individuals seeking instruction in specialized fields, and those who wish simply to explore new areas of interest.

Among the special offerings this semester are University of Rhode Island credit courses leading to the master's degree in library and information studies.

The Division also conducts a range of special non-credit programs. Courses offered through these programs are taught by specialists selected by the University for their acknowledged expertise in particular areas. Special non-credit courses maintain the same high standards as all other University programs. Many non-credit offerings carry Continuing Education Units (CEUs). The CEU is a nationally recognized standard unit measuring participation in non-credit programs. Although it does not imply academic credit, transcripts of CEUs are permanently maintained by the University and may be used to document continuing education to employers, academic institutions, and other appropriate agencies.

Many special programs are the result of the Division's cooperation with groups and institutions in the larger community. The Division can also assist professional groups in organizing and conducting conferences, workshops, and seminars, and welcomes proposals or suggestions for additional activities it might sponsor. For additional information about how Continuing Education may help your group, please call Dr. A. Collins Jenko at 617 929-7900.

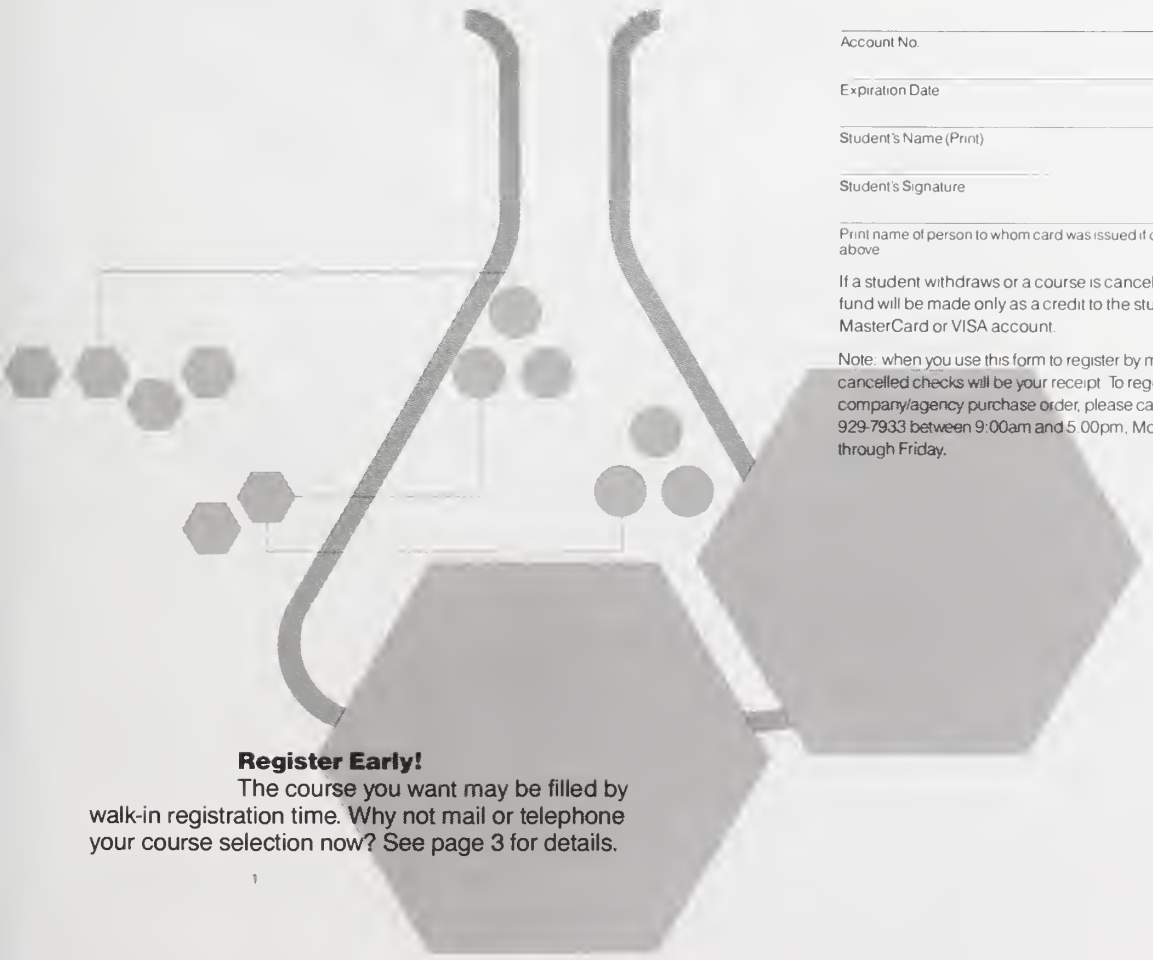
How to Register

For your convenience, registration for the Division of Continuing Education's special programs is conducted primarily by mail or telephone. To register by mail, use the form on this page. To register by telephone, you must charge fees to a MasterCard or VISA account. The number to call is 929-7933. To avoid paying a $20.00 late fee, you must register at least one week prior to the course starting date.

Students who would rather register in person may do so at the Division of Continuing Education's office at the Harbor Campus (Wheatley Hall, 2nd Floor, Room 203) during the following times: M-Th, 9:00am-7:00pm; F, 9:00am-4:30pm. (Please note that cash payments can be accepted only at the Bursar's Office at the Harbor Campus (Administration Building, 2nd Floor; M-F, 9:00am-3:30pm).

No matter how you register, you will receive written confirmation of your registration about a week before your course or program begins.

If you have any further questions, call us at 929-7900.



Register Early!

The course you want may be filled by walk-in registration time. Why not mail or telephone your course selection now? See page 3 for details.

Registration Form for Special Programs

Please be sure to provide the numbers requested below. They are needed for coding purposes.

Social Security # ___ — ___ — ___ Date ___

Name ___
Last First Middle Initial

Address ___
No. Street City State Zip

Daytime Phone: ( ) ___ **Date of Birth** ___
Mo. Day Year

Course Selections

Sched. No.	Start Date	Title	Fee

MasterCard and VISA Only

The University of Massachusetts at Boston, Division of Continuing Education, will accept MasterCard or VISA for payment of fees. If you would like to make use of this service, please provide the information requested.

Account No. ___

Expiration Date ___

Student's Name (Print) ___

Student's Signature ___

Print name of person to whom card was issued if different from above

If a student withdraws or a course is cancelled, the refund will be made only as a credit to the student's MasterCard or VISA account.

Note: when you use this form to register by mail, your cancelled checks will be your receipt. To register using company/agency purchase order, please call (617) 929-7933 between 9:00am and 5:00pm, Monday through Friday.

Payment $ ___

Late Fee (if applicable) $20.00

Total Payment Enclosed $ ___

Full payment must accompany all registrations.

Method of Payment

O VISA O MasterCard

O Check O Other

Make checks payable to University of Massachusetts—Continuing Education

Send checks and forms to:
Division of Continuing Education
Box NC
University of Massachusetts at Boston
Harbor Campus
Boston, MA 02125-3393

For Office Use

Rec'd Date ___

Batch: Bank No. ___

For Office Use

Graduate Study in Library and Information Studies

The Program

By arrangement with the Graduate School of Library and Information Studies of the University of Rhode Island, UMass/Boston's Division of Continuing Education offers courses each semester that meet requirements for a University of Rhode Island master's degree in library and information studies (MLIS).

The MLIS degree requires 36 hours of credit, of which 21 hours may be completed in Boston, while 15 hours must be completed at the University of Rhode Island's Kingston campus. To be eligible for the degree program, students must possess a bachelor's degree from an accredited college or university, with an undergraduate grade point average of B or better. It is not necessary to be enrolled in the degree program to take courses. The Graduate School of Library and Information Studies encourages library employees interested in continuing education to enroll in one or more courses; however, a bachelor's degree is required for enrollment on that basis.

With strong backing from the University of Rhode Island, alumni/ae, friends, and library professionals, the Graduate School in Library and Information Studies is working toward ALA accreditation. The Committee on Accreditation will visit the school in April, 1988 and the decision will be announced in July of that year. Accreditation will be retroactive to the 1986-87 academic year.

Persons wishing further information about the program and/or application procedures should write or call the Assistant to the Director for Regional Programs, Graduate School of Library and Information Studies, University of Rhode Island, Rodman Hall, Kingston, R.I. 02881; 401 792-2878 or 2947.

Courses

The courses presently being offered at UMass/Boston's Harbor Campus are:

LSC 503
Collection Development
Study of and practice in using the principles involved in the selection of books and non-book materials for collections of all types of libraries.

Sept 8-Dec 22, Tu 6:00-8:30pm, Harbor Campus, 3 University of Rhode Island credits, Sched No 50503-41

LSC 540
Library Materials in the Humanities
Library resources in the humanities, including the major works, serial publications, and reference and biographical materials.

Sept 14-Dec 21, M 6:00-8:30pm, Harbor Campus, 3 University of Rhode Island credits, Sched No 50540-41

The fee for each course is $344.00 To register, please use the *special programs* registration form in this bulletin. For further information about the library and information studies courses offered in Boston, please write or call the Division of Continuing Education, University of Massachusetts at Boston, Harbor Campus, Boston, MA 02125; 617 929-7900.

Descriptions of Non-credit Special Programs

Alcoholism/Chemical Dependency Treatment Services: A Professional Development Sequence

The Alcoholism/Chemical Dependency Treatment Services Program is designed for those working or interested in working in the treatment of alcoholism/chemical dependency. Participants will:

- acquire classroom and field experience in the various approaches to treating alcoholism/chemical dependency;
- become familiar with the management and operation of alcoholism/chemical dependency rehabilitation and detoxification centers;
- learn how to assess community needs and to act as leaders in alcoholism/chemical dependency treatment services and administration.

The program consists of five required courses and a required practicum (including a required pre-practicum workshop). Each course carries 3 Continuing Education Units (CEUs); the practicum carries 10 CEUs. Each participant completing the program will receive a certificate.

Psychopharmacology
Prerequisite: Permission of program director.

Sept 15-Dec 22, Tu 7:30-9:30pm, Sched No 96569-41, 3 CEUs, Fee: $195.00

Family Alcoholism and Chemical Dependency Treatment
Prerequisite: Permission of program director.

Sept 15-Dec 22, Tu 5:00-7:30pm, Sched No 96565-41, 3 CEUs, Fee: $195.00

The Use of Alcohol and Other Drugs in Society
Prerequisite: Permission of program director.

Sept 12-Dec 19, S 9:00-11:00am, Sched No 96550-41, 3 CEUs, Fee: $195.00

Counseling the Alcoholic and Other Chemically Dependent Persons
Prerequisite: Permission of program director.

Sept 12-Dec 19, S 1:00-3:00pm, Sched No 96551-41, 3 CEUs, Fee: $195.00

The Delivery of Alcoholism/Chemical Dependency Treatment Services
Prerequisite: Permission of program director.

Sept 12-Dec 19, S 11:00am-1:00pm, Sched No 96552-41, 3 CEUs, Fee: $195.00

Practicum in Alcoholism/Chemical Dependency Rehabilitation
Prerequisite: Permission of program director.

By arrgt. with program director. First meeting: Saturday, September 12, 9:00am. Sched No 96561-51, 10 CEUs, Fee: $650.00

All persons wishing to register for courses offered through the Alcoholism/Chemical Dependency Treatment Services program must obtain the prior approval of Dr. Jack Shea, Program Director. Further information about registration requirements or about any other aspect of the program is available from the Division of Continuing Education, University of Massachusetts at Boston, Harbor Campus, Boston, MA 02125-3393; 929-7900.

American Sign Language

This course introduces beginners to American Sign Language (ASL), the primary language used by American Deaf people. Students will acquire a sign vocabulary, an understanding of basic grammar, and an introduction to Deaf culture. Class sessions will develop expressive and receptive skills. The ability to communicate using ASL can be valuable to people who work with the public, to health care professionals, and to relatives and friends of Deaf individuals.

Sept 22-Dec 1, TuTh 2:30-4:30pm, Sched No 20650-41, Fee: $75.00

The Auditor's Institute

A collaborative training program co-sponsored by the Division of Continuing Education and the Office of the State Auditor, the Institute is committed to providing persons interested in government and associated private-sector operations with the tools needed to promote the sound and efficient management of public resources.

The initial programs offered by the Institute have been created to help remedy financial and managerial weaknesses in the purchase-of- service system used by the Commonwealth.

The Management Development Course for administrators of government human service agencies has been offered fourteen times at locations throughout the state. Programs have also been designed to meet the needs of such specific clienteles as Massachusetts Trial Court fiscal personnel, Department of Public Welfare contract managers, and day-care providers under contract to the Department of Social Services.

The Institute welcomes requests for further information concerning its programs, as well as suggestions for new offerings. Further information about the Auditor's Institute is available from the Division of Continuing Education, University of Massachusetts at Boston, Harbor Campus, Boston, MA 02125-3393; 929-7900.

Emergency Service Training

The Emergency Medical Technician (EMT) plays an important role in the emergency medical service system by providing pre-hospital care to victims of sudden illness or injury. UMass/Boston's EMT training course fulfills state requirements for entrance to the state certification examination. Lectures are given by leading specialists in emergency care. In-hospital experience takes place at a trauma center, under the supervision of physicians and nurses. The emphasis throughout the course is on skill development— extensive practice is designed to increase psychomotor skills while reinforcing knowledge gained through assigned readings. Course participants use the latest equipment in our simulated ambulance laboratories and have the benefit of close instructor supervision and videotape analysis of group practice sessions.

Sept 14-Dec 8, MTuTh 6:00-9:00pm, Sched No 37210-41, Fee: $370.00

Certified EMTs will also find a number of conveniently scheduled advanced courses for their required refresher training and their continuing medical education. All these courses combine lecture, discussion, and extensive practice sessions in simulated emergency situations. For further information please write or call the Division of Continuing Education, University of Massachusetts at Boston, Harbor Campus, Boston, MA 02125-3393; 929-7900.

Graduate Test Preparation Courses

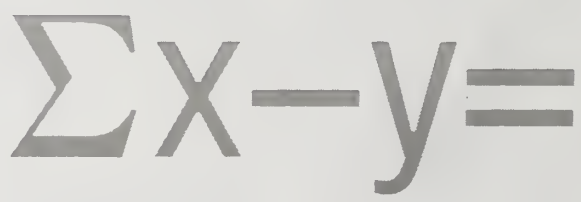
Developed in conjunction with the Office of Career Services, these review courses provide intensive classroom sessions covering all sections of each exam. Each course provides extensive exam practice including a full-length practice test given under exam conditions. These courses have been scheduled in advance of the dates of tests for which students are preparing.

Review for the Graduate Record Examination
Review for the October 10 GRE
Sept 2-Oct 8, WTh 6:00-9:00pm, Sched No 10000-41, Fee: $145.00
Review for the December 12 GRE
Oct 29-Dec 10, WTh 6:00-9:00pm, Sched No 10000-42, Fee: $145.00

Review for the Graduate Management Admission Test
Review for the October 17 GMAT
Sept 22-Oct 15, TuWTh 6:00-9:00pm, Sched No 10002-41, Fee: $145.00

Review for the Law School Admission Test (LSAT)
Review for the September 26 LSAT
Aug 25-Sept 17, TuWTh 6:00-9:00pm, Sched No 10001-41, Fee: $145.00
Review for the December 5 LSAT
Oct 22-Dec 3, TuTh 6:00-9:00pm, Sched No 10001-42, Fee: $145.00

SAT preparation courses are also being organized by UMass/Boston at local high schools. Call 929-7900 for further information.



Register early!
Early registration helps assure that the course you want will be available when you need it. Why not mail or telephone your course selection now?

Publications Office
87.122/7.87/30M